

**OKLAHOMA WORKERS' COMPENSATION COMMISSION**  
**REGULAR MEETING MINUTES**  
**OCTOBER 21, 2021, 2:00 P.M.**

**STATEMENT OF OKLAHOMA OPEN MEETING ACT COMPLIANCE**

Notice of this Special Business Meeting was filed with the Secretary of State's office on Tuesday, December 29, 2020, at 3:56 p.m. in compliance with the Open Meeting Act.

The agenda was posted at least 24 hours in advance of the meeting, in compliance with the Open Meeting Act. It was posted on the Commission website and at 1915 N. Stiles Ave., Oklahoma City, Oklahoma, the Commission's principal office.

**MINUTES OF THE OCTOBER 21, 2021, REGULAR BUSINESS MEETING OF THE**  
**OKLAHOMA WORKERS' COMPENSATION COMMISSION**

The members of the Oklahoma Workers' Compensation Commission met at 1915 N. Stiles Ave., 3<sup>rd</sup> floor, Oklahoma City, Oklahoma, on October 21, 2021.

Members present: Chairman Jordan Russell, Commissioner Megan Tilly, and Commissioner Scott Biggs.

Others Present: Andrea Delling, WCC; Alexander Watkins, WCC; Tava Jones, WCC; Ian Steedman, WCC; Hopper Smith, WCC; Lauren Hammonds Johnson, WCC; James Lawson, WCC; Collin Fowler, WCC; Tranna Fischer, WCC.

Chairman Russell expressed appreciation for those in attendance. After the roll was taken, Chairman Russell found a quorum present and called the meeting to order at 1:30 p.m.

**1. Approval of Minutes**

The minutes of the October 12, 2021, Special Meeting of the Commission were considered for approval.

***Motion:*** Commissioner Tilly moved to approve the minutes of the October 12, 2021, Special Meeting of the Commission.

***Second:*** Commissioner Biggs

Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

***The motion carried.***

**2. Discussion and Possible Action of Consent Agenda for Travel Vouchers Currently Outstanding**

Title 85A O.S. § 23 states, [a]ny Commissioner or employee of the Commission shall be entitled to receive his or her necessary traveling expenses as provided in the State Travel Reimbursement Act. The expenses shall be certified by the person who incurred them and shall be allowed and paid on presentation of vouchers approved by the Commission.” In accordance with this section, the Commission considered a vote to approve vouchers outstanding.

All travel vouchers listed within this Consent Agenda have been made available to each Commissioner prior to today’s meeting, are considered routine, and will be enacted by one motion of the Commission. If separate discussion is desired, that item may be removed from the Consent Agenda and voted upon separately.

***Motion:*** Commissioner Tilly moved to approve all travel vouchers except for Commissioners Tilly and Russell’s.

***Second:*** Commissioner Biggs

Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

***The motion carried.***

***Motion:*** Chairman Russell moved to approve the travel voucher for Commissioner Tilly.

***Second:*** Commissioner Biggs

***Abstain:*** Commissioner Tilly

Those voting aye: Chairman Russell and Commissioner Biggs.

***The motion carried.***

***Motion:*** Commissioner Biggs moved to approve the travel voucher for Chairman Russell.

***Second:*** Commissioner Tilly

***Abstain:*** Chairman Russell

Those voting aye: Chairman Russell and Commissioner Tilly.

***The motion carried.***

**3. Discussion and Consideration of Modifications or Removal of Certain Workers' Compensation Commission's Forms and Setting the Effective Date**

Title 85A O.S. § 22(A)(2)(a) provides: “[t]he Commission shall vote on any substantive change to any form and the effective date of such substantive change.”

- The Commission will consider modifications to the following Commission forms: CC-Form 3, CC-Form 3A, CC-Form 3B, CC-Form 3C, CC-Form 3F, CC-Form 93, CC-Form 100, CC-Form A Order, CC- Joint Petition, Death Claim Settlement Order, CC-Form M

The Commission considered removing CC-Form 211 and CC-Form 300 from the list of approved forms.

Lauren Hammonds-Johnson was recognized, presented, and answered questions of the Commission.

***Motion:*** Commissioner Tilly moved to adopt all proposed modifications with an effective date of November 1, 2021.

***Second:*** Commissioner Biggs

Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

***The motion carried.***

**4. Proposed Opening of the Permanent Rulemaking Process to Consider Amendments to the Commission's Permanent Rules**

The Commission considered opening the rulemaking process for amendments to the Commission's Permanent Rules. If proposed Permanent Rules are adopted and submitted for legislative review on or before April 1, 2022, the Legislature will have until the end of the 2022 legislative session to approve or disapprove the rules.

Lauren Hammonds-Johnson was recognized, presented, and answered questions of the Commission.

***Motion:*** Commissioner Biggs moved to open the permanent rule making process for 2022.

***Second:*** Commissioner Tilly

Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

***The motion carried.***

**5. Update and Discussion on Agreement with State Treasurer to Receive Services from Authorize.net**

The Office of the State Treasurer has contracted with Authorize.net to make available for state agencies a variety of e-commerce payment processing gateway services. The Commission considered entering into an agreement for these services for purposes of receiving web payments and payments in CaseOK.

Andrea Delling was recognized, presented, and answered questions of the Commission.

*No action was taken on this agenda item.*

**6. Update and Discussion on Denver N. Davison Building Remodel**

The WCC previously approved plans for a partial renovation of the first and second floor offices and courtroom space of the Denver N. Davison Building in Oklahoma City, and construction is underway. The Chair provided an update on the status of the remodel.

Chairman Russell presented and answered questions of the Commission.

*No action was taken on this agenda item.*

**7. Discussion and Approval of Dates for the Commission’s 2022 Regular Business Meetings**

In accordance with 25 O.S. § 311, the Commission is required to provide written notice to the Secretary of State by December 15 of each calendar year of the date, time, and place of its regularly scheduled meetings for the following calendar year. The Commission considered scheduling the following dates for its 2022 regular meeting schedule:

<b><u>Business Meetings</u></b>	<b><u>Appeals Hearings</u></b>	<b><u>En Banc Courtroom</u></b>
January 20, 2022	January 29, 2022	
February 10, 2022	February 11, 2022	
March 24, 2022	March 25, 2022	
April 15, 2022	April 16, 2022	
May 20, 2022	May 21, 2022	
June 17, 2022	June 18, 2022	
July 15, 2022	July 16, 2022	
August 25, 2022	August 26, 2022	
September 16, 2022	September 17, 2022	
October 21, 2022	October 22, 2022	
November 18, 2022	November 19, 2022	

December 16, 2022

December 17, 2022

**Motion:** Commissioner Tilly moved to continue this agenda item to the next business meeting.

**Second:** Commissioner Biggs

Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

*The motion carried.*

**8. New Business**

“[A]ny matter not known about or which could not have been reasonably foreseen prior to the time of the posting.” 25 O.S. § 311.

*There was no new business.*

**ADJOURNMENT.....Chairman Jordan Russell**

**Motion:** Commissioner Tilly moved to adjourn.

**Second:** Commissioner Biggs

Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

*The motion carried.*

**The meeting adjourned at 2:00 p.m.**